

Department of Children's Services - Provider Outreach

HIPAA Transactions and Code Sets

Key Areas of Communication

Transactions

The Department of Children's Services (DCS) meets the requirements of a "Covered Entity" under the Health Insurance Portability and Accountability Act (HIPAA). In order to reach compliance with these Federal Regulations, DCS plans to procure Clearinghouse services for the purpose of submitting and receiving all HIPAA transactions on their behalf. The anticipated production implementation for all DCS HIPAA transactions and code sets standards via the Clearinghouse is April 1, 2004. DCS will continue to support the existing transaction formats until such implementation occurs. DCS is, however, willing to work with any provider on contingency plans to reach compliance together as Trading Partners outside this anticipated timeframe.

Code Sets

HIPAA also requires the standardization of code sets. Any coded field or data element contained in a HIPAA transaction must adhere to a national set of code set values, including medical services and diagnoses. As such, DCS is required to discontinue the use of local codes, most notably the Level III HCPCS (procedure codes), which are specific to DCS.

The following table illustrates a crosswalk of DCS local procedure codes and their new standard procedure code that will take its place. Modifiers are still being defined for the HCPCS Codes at this time. Non-standard HIPAA procedure codes will be allowed on claims/encounters with a date-of-service through December 31, 2003. This date was extended from October 15, 2003 by CMS on June 6, 2003.

Description	HCPCS Codes
Departmental Targeted Case Management	T2023
Case Management for Children in Custody of the State	T2023 with modifier
Case Management for at Risk Non-Custody Children	T2023 with modifier
DCS Emergency Shelter Short Term Crisis Placement	S9485
DCS Foster Care / Foster Family Placement	S5145
Foster Care / Special Medical Fragile	S5145 with modifier
CS Foster Care - Special Therapeutic	S5145 with modifier
DCS Group Homes	H2020 with modifier
DCS independent Living	T2033 with modifier
DCS Level 1	T2033
DCS Level 2	H2020
DCS Level 2 Continuum	H2020 with modifier
DCS Level 2 Special Needs	H2020 with modifier
DCS Level 2 Special Populations	H2020 with modifier
DCS Level 3	T2048
DCS Level 3 Continuum	H0019
DCS Level 3 Continuum SP	H0019 with modifier
DCS Level 4	T2048 with modifier
DCS Level 4 Special Needs	T2048 with modifier
DCS Mother / Baby	T2033 with modifier
DCS Primary Treatment Center	S9485 with modifier
DCS TPS	delete not being used
Children Therapeutic Intervention Services	delete not being used

Testing

DCS will require each prospective Trading Partner to be tested and approved before HIPAA transactions will be processed in a live production environment. The Workgroup for Electronic Data Interchange (WEDI), through a collaborative healthcare industry effort called the Strategic National Implementation Process (SNIP), has developed a White Paper entitled *Transaction Compliance and Certification*. This White Paper describes seven types of recommended testing solutions for compliance testing and certification of HIPAA transactions and can be found at the following website:

http://www.wedi.org/snip/public/articles/testing_whitepaper082602.pdf. DCS will be following this testing methodology and anticipates being ready for the seventh type of testing by February 1st, 2004.

Certification

DCS will follow the WEDI/SNIP guidelines and require each prospective trading partner to receive a HIPAA certification for the top six types of transaction testing referenced in those guidelines. This certification must be obtained from a third party vendor. DCS will

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obtain a third-party certification of our capability to produce compliant transactions as well. DCS will also require internal testing with all of its trading partners before a transaction is placed into a live production environment. Any DCS trading partner is welcome to request internal testing once HIPAA certification is presented to and validated by DCS.

Trading Partner Agreements

DCS will require each of their trading partners conducting the HIPAA standard transactions to complete a trading partner agreement (TPA) with DCS. The TPA will allow DCS and their trading partners to set common expectations about: situational data elements where an element may only be required if required by the payer; connectivity issues and, for example, identification of clearinghouses or other third parties used, and for which transactions; whether direct data entry is supported; whether disks or other media, dial-up connectivity, or other electronic connectivity is supported; whether any additional, non-standard communication methods are supported and any restrictions or required formats; and other issues such as testing requirements or timelines.

The DCS Electronic Data Interchange (EDI) Request Form will be part of the TPA. The form will be available on the DCS Internet Homepage in the near future at <http://www.state.tn.us/youth/>. Providers should complete the EDI Request Form and return to DCS as soon as possible to begin one-on-one communications regarding transaction contingency plans, trading partner agreements, testing plans, etc.

DCS Companion Guides

The DCS HIPAA Companion Guide transaction documents are intended for the technical staff of the trading partner's organization that will be responsible for the electronic transaction/file exchanges. The Companion Guides will be available to trading partners to clarify specific information on the fields and values required for HIPAA-compliant standard transactions sent to or received from DCS.

The Companion Guide documents are to be used in conjunction with the National Electronic Data Interchange Transaction Set Implementation Guides. The Implementation Guides can be obtained exclusively from the Washington Publishing Company by calling 1-800-972-4334, or are available for download on their web site at www.wpc-edi.com/hipaa. The rules for the format, contents, and field values can be found in the Implementation Guides. The Companion Guide, however, describes the technical interface environment with DCS, including connectivity requirements and protocols, and electronic interchange procedures. The Companion Guide documents are intended to be supplemental to and NOT a replacement for the standard Implementation Guide for each transaction set.

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Centers for Medicare and Medicaid Services (CMS) Guidance toward HIPAA Compliance

The CMS following documents can be found at <http://www.cms.hhs.gov/hipaa/hipaa2>

- [Questions to ask Vendors, TPAs or Clearinghouses](#)
- [Steps Toward HIPAA compliance](#)
- [HIPAA Resources](#)
- [Guidance Document](#)